Colgate Financial Aid Portal Instructions

Accepting/Declining Awards

First, log-in to the student Financial Aid Portal. Select “Pending Aid Offered” option from the menu at the top left of the screen:

Welcome Katie

Colgate University Financial Aid Portal

Incoming/New Students:
- View your financial aid summary.
- View your financial aid application requirements and submit missing documents promptly.
- Request Federal Direct Student Loans for amounts other than what was offered (FAFSA-filers only).
- Mandatory Action Steps:
  - Accept or decline Federal Direct Loans and/or Work-Study offered.
  - Report outside scholarships using the Outside Resources Form in the Supplemental Forms section of this portal.

Continuing Students:
- Returning student financial aid offers for 22-23 will be available in early June.
- Please submit 2022-2023 required financial aid application materials immediately to prevent delays in receiving your aid offer.
- After you submit documents, allow 3-5 business days for your portal to update.
- If no documents are listed, please contact us if you plan to apply for financial aid.

Domestic Students Applying for Federal Student Aid Only:
- The FAFSA can be submitted any time during, or in the months preceding, the 22-23 academic year.
- Beginning in June 2022, if your FAFSA has been received, use the Loan Request Form in the Supplemental Forms section of this portal to request a loan for the 22-23 academic year.

Residents of NY State:
- Complete the NYS Tuition Assistance Program (TAP) application.
To 'Accept All' awards listed, click the 'Accept All' button and then the “Submit” button.

To 'Decline All' awards listed, click the 'Decline All' button and then the “Submit” button.

Awards can also be individually accepted or declined by updating the drop-down options under the Status column next to each individual award and clicking the “Submit” button.
Loans can be reduced by entering a new total in the box and then selecting 'Accepted' next to the fund, and then clicking “Submit”.

To increase a loan amount, first, accept the original loans offered as part of your package, if applicable. Then, complete the Federal Direct Student Loan Request form on the Supplemental Forms page.

The Office of Financial Aid is available at finaid@colgate.edu or 315-228-7431 to help with any questions.